



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, August 10, 2020
7:00 p.m., Council Chamber

MAYOR: DUANE POPPE COUNCILMEMBERS: JULIANA HULTSTROM, HAROLD E. JOHNSON, MARK SCHULZ, LARRY STELMACH

1. **Call to Order**
2. **Roll Call** [quorum is 3]
3. **Pledge of Allegiance**
4. **Approval of Agenda** [requires unanimous additions]
5. **Consent Agenda** [requires unanimous approval]
 - A. Approve Council Minutes of July 27
 - B. Approve Council Work Session Minutes of July 27
 - C. Receive July Building Report
 - D. Receive July Legion Gambling Report
6. **Matters from the Floor**

Members of the public can submit comments online at www.DiscoverOsseo.com/virtual-meeting
7. **Special Business**
8. **Public Hearings**
 - A. Approve First Reading of Tobacco Ordinance (Resolution)
9. **Old Business**
 - A. Approve Second Reading and Adoption of Snow Emergency Ordinance
10. **New Business**
 - A. Approve EDA Actions of August 10, 2020
 - B. Approve Hire of Joe Amerman as Community Management Coordinator
 - C. Approve CARES Act Funds to EDA COVID-19 Small Business Relief Grant Program (Resolution)
 - D. Discuss 2020 Rental License Inspections
 - E. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Primary Election
Farmers Market
Movies & Music in the Park
14. **Adjournment**

The City of Osseo's mission is to provide high-quality public services in a cost-effective, responsible, innovative, and professional manner given changing needs and available resources.

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
July 27, 2020**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:06 p.m. on Monday, July 27, 2020. Due to the COVID-19 pandemic this meeting was held virtually.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Harold E. Johnson, Mark Schulz, Larry Stelmach, and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, Police Chief Shane Mikkelsen, Public Services Director Nick Waldbillig, and City Attorney Mary Tietjen.

Others present ??

3. PLEDGE OF ALLEGIANCE

Poppe led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Poppe asked for additions or deletions to the Agenda.

A motion was made by Stelmach, seconded by Hultstrom, to accept the Agenda as presented. A roll call vote was taken. The motion carried 5-0.

5. CONSENT AGENDA

- A. Receive Q2 Donation Summary
- B. Receive EDA Minutes of July 13
- C. Approve Council Minutes of July 13
- D. Receive June Lions Club Gambling Report
- E. Receive June Hockey Association Gambling Report
- F. Approve Resignation of PT Officer Adam Rolshouse

A motion was made by Johnson, seconded by Stelmach, to approve the Consent Agenda. A roll call vote was taken. The motion carried 5-0.

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

- A. COVID-19 LOCAL STATE OF EMERGENCY UPDATE

City Administrator Riley Grams stated on Wednesday, July 22, Minnesota Governor Tim Walz issued Executive Order 20-81 that requires all Minnesotans to wear a mask or face covering indoors to help stop the spread of COVID-19 beginning on Saturday, July 25. Included in the packet was a copy of Executive Order 20-81, information regarding face mask requirements and recommendations, and face mask frequently asked questions. Of importance is the enforcement of the mandate and how local law enforcement agencies should handle these issues. According to the State, local law enforcement agencies may be required to assist in situations where businesses and/or customers are not following the mandate.

Grams reported the goal of the Executive Order is to “advise Minnesotans that wearing a face covering will protect them, their families, their friends, and others, and the expectation is that Minnesotans will voluntarily comply with the Order’s requirements. Enforcement is not the goal of this Executive Order, but because these requirements are so important for the safety of our communities, Minnesotans who fail to comply with the Executive Order may receive a petty misdemeanor citation and a fine up to \$100”. Businesses may also face criminal charges and/or potential fines.

Grams explained the Emergency Management Team met late last week to discuss how to enforce the Governor’s Executive Order at the local level. The Police Department understands that there may be situations in which customers and/or businesses may be violating the Executive Order and there could be a need to assist in those situations. The Emergency Management Team recommends that the Police Department assist when necessary and ask the customer or business for voluntary compliance whenever possible. The Police Officers may also provide face masks if asked. The absolute last resort in enforcement should be the issuance of a petty misdemeanor citation for violating the Executive Order.

Grams stated the City’s Emergency Preparedness Plan already addresses required indoor face masks for those conducting business at City Hall (face masks will now be required for any customer) as well as for staff members. The Executive Order allows for situations where a face mask may be removed (such as a staff member working alone in their own office or cubicle where social distancing is maintained) or in a closed space with no other staff members present.

Grams indicated at the July 13 meeting, the Osseo EDA and City Council approved a program to be managed through the EDA to help local small businesses with grants up to \$3,000 using the allotted CARES Act funds. Staff completed the program details and went live with the program information on Friday, July 17. To date, staff has received a total of 33 grant applications totaling \$87,934.01.

Grams explained the EDA set up a Review Committee to accept, review, and approve/deny the grant applications. The Committee includes Executive Director Grams, EDA Member Deanna Burke, and EDA Member and City Council Member Harold E. Johnson. The program will continue until either the program funds have been exhausted (a total of \$120,000) or we reach early December, when all un-used funds must be returned by the end of the year.

Grams stated currently the City is hosting the Tuesday evening Movies and Music in the Park series. The Farmers Market has also continued this summer. Staff reached out to

Intermarque about its plans for a fall Osseo Car Show event. Earlier this spring, Intermarque decided to postpone the Spring Opener event in Osseo, hoping for a fall event. Since then, Intermarque has canceled all the various car shows around the Twin Cities, including the Osseo event.

Grams explained the City opted to reschedule the annual Spring Clean Up event to October 3. The Council should decide whether to move forward with that event. Public Works Director Nick Waldbillig is hesitant about the event because his crew would be handling many household items from residents. This is also a cash-based event, which means the Public Works crew would be handling cash on site. As of right now, the Night to Unite event is still planned for October 6. The National Night to Unite organization made the decision to reschedule the August event to the first Tuesday in October this year. The City will await word on whether that event will continue as scheduled this fall.

Hultstrom explained she understood Public Works Director Waldbillig's concerns. She stated she was inclined to cancel the fall clean up for health reasons.

Stelmach questioned if staff has had conversations with the County regarding refuse pick up. Waldbillig reported the only conversation he has had was with Randy's Sanitation, and they were willing to participate in a fall cleanup day. He commented at this time the transfer stations were up and running and taking trash/recycling.

Schulz indicated the cleanup days hosted by the City were a good opportunity for residents to get rid of unwanted items on their property. He stated if there was any way to safely host this event, he would like to see the City proceed. He suggested Randy's Sanitation staff or Osseo residents handle the items themselves instead of Public Works staff. He understood the payment situation would be an issue and encouraged staff to find a creative solution. He commented if the event were not held this fall, he recommended two events be held in 2021.

Stelmach asked what this event would look like if residents could move items without the assistance of staff. Waldbillig stated the event could possibly work this way, but lines may be longer as it would take longer for residents to get their items in and out of vehicles without staff assistance. He commented on how the City would be impacted if all three Public Works staff members were to come down with COVID-19.

Stelmach anticipated all three City staff members would not have to be present if members of Randy's Sanitation attended the clean up event. Waldbillig stated he could speak with Randy's and make this request.

Hultstrom questioned how people were charged for the items brought to cleanup day. Waldbillig stated residents were charged and paid cash for items brought to clean up day.

Hultstrom recommended the health and welfare of the Public Works staff be taken into consideration. She suggested the fall clean up day be canceled and that another event be planned for the spring of 2021.

Johnson stated he could go either way on this. Waldbillig commented the event could be publicized and residents could be encouraged to bring exact change, or the City could take checks.

Poppe supported the event being as contactless as possible with the help of Randy's employees and only one City employee. He explained the other option would be for staff to collect contact information and the City could bill residents for items brought to cleanup day.

Schulz asked if this were something Randy's could coordinate. Grams did not believe Randy's would be able to collect all this information on behalf of the City.

Grams summarized the discussion of the Council and stated staff would continue with the fall clean up day with only one Public Works staff member in attendance and additional staff members from Randy's Sanitation. He commented residents would have to unload their own items and would be encouraged to bring exact change or checks.

Schulz indicated it would be easiest for Randy's to bill residents for the items brought to clean up day. He requested staff speak with Randy's about this matter and see if they have staff members that can help facilitate the clean up day. He commented if Randy's was not available, then the event should be pushed off till spring. The Council agreed.

Police Chief Shane Mikkelson discussed his concerns regarding Night to Unite. He stated for 2020 he would recommend the event be held as block parties versus a large community gathering. He explained this would be the safer option. He commented all donations made to the 2020 Night to Unite event would be held over for 2021.

Grams reported this would be a one year change in the Night to Unite model. He indicated police and fire would still be visiting the neighborhood block parties. He stated this model would allow people to stay safely distanced.

Schulz stated he supported this recommendation and anticipated that people may not be inclined to gather this fall given the concerns surrounding COVID-19. He requested staff contact the individuals that made donations to the City for Night to Unite and ask if they would like a refund or if the donation could be held over for 2021.

Johnson indicated he supported Night to Unite moving back to block parties for 2020.

Chief Mikkelson commented on how the Police Department would be addressing the mask mandate. He explained he had a difficult time with this situation because he did not have masks to hand out to the public, nor did he want the officers getting into moral and ethical discussions with the public.

Hultstrom suggested the City consider sponsoring another mask drive to make masks available to the public. She indicated the mask drive held this spring was well received in the community. Chief Mikkelson stated the event held this spring was statewide, but noted he could try to host another mask drive in Osseo.

Stelmach commented he wanted to be fair to the department and stated the supply of masks may be limited.

Schulz stated there were strong emotional positions regarding mask wearing. He encouraged residents to not judge individuals not wearing masks and to instead consider underlying health issues. He explained not all individuals are able to wear masks at this time.

Hultstrom reported the local boy scouts have masks available for those that may need one in the community.

Johnson asked what the current policy was for Police Officers. Chief Mikkelson commented on the policy that was in place for the Police Officers noting masks had been provided to officers and would be worn at any public space. He indicated officers would not be wearing masks outdoors when they are able to social distance.

Grams explained all staff members were wearing masks at City Hall today as were all visitors to City Hall. He reported he had ordered additional masks for City Councilmembers for use when on official City business.

Further discussion ensued regarding mask wearing in Osseo.

B. RECEIVE YTD2020 CITY BUDGET

Grams stated staff is working on the annual budget process. The FY 2021 budget schedule outlines all the important dates in the second half of the year, and was being pieced together at this time. It was noted staff has a year-to-date budget review scheduled for the July 27 Council meeting.

Grams reviewed the year-to-date 2020 budget, including both the expenditures and revenues. As always, he warned Councilmembers to not get too hung up on the numbers, particularly those that are way more than 50% and those that are way less than 50%. Many of the annual expenditures and revenues come in at different times during the year. Most come in during the second half of the calendar year. Others are paid semi-annually or quarterly, and those may not come to the City until well after the half-way point of the calendar year. Most of the City's Departments have done a great job staying on budget halfway through this year.

Grams explained this review is meant to be informational for Councilmembers. If there are specific questions the Council has for staff, it would be appreciated if those questions were received prior to Monday night's meeting. Otherwise, staff can certainly follow up with answers to questions after the meeting.

Schulz requested the part-time worker for the Community Center have proper FICA and social security expenditures placed in that line item. He thanked staff for their work on the preliminary budget and stated it appears the City was on the right track.

Johnson stated he was pleased the revenue from property taxes was on schedule. He indicated he was concerned with the insurance numbers within the budget because

they had all come in over budget. He recommended the City's insurance package be looked at in further detail.

Hultstrom asked if the additional expenses at City Hall were due to COVID-19. Grams reported this was the case. He explained once the City receives CARES Act dollars, these extra expenses would be reimbursable.

Hultstrom recommended the City complete a carpet cleaning at City Hall before and after the primary and general elections. Grams stated he would schedule this work.

Johnson expressed concern with the fact the City was already over budget on snow removal. Waldbillig stated he could investigate this further but noted the City had purchased extra salt at the end of the year.

C. ACCEPT DONATIONS (Resolution)

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
Osseo Lions Club	\$3,000	Music/Movies in the Park
Osseo Lions Club	\$3,000	Beautification

Staff recommended the Council accept the donations.

A motion was made by Hultstrom, seconded by Johnson, to adopt Resolution No. 2020-44, accepting a donation from the Osseo Lions Club. A roll call vote was taken. The motion carried 5-0.

8. PUBLIC HEARINGS

A. APPROVE POLICE BODY-WORN CAMERA POLICY

Police Chief Mikkelsen stated the Police Department has asked for public comment since the June 22 Council Meeting. He reported he has received some public comments via email about the policy. He read these emails in full for the record. The emails were from Kenny Nelson, Alyssa Lucas, and Tim & Bobbie Paske. He discussed when it was okay for officers to turn body-worn cameras off. He requested the Council adopt the body-worn camera policy with any noted changes to allow him to outfit his officers with cameras.

Schulz recommended the police union contract have disciplinary measures in place for officers that are not following the body-worn camera policy. He stated there was always a chance technology could fail, but he wanted to be assured officers were collecting video when required and that these videos could not be altered. Police Chief Mikkelsen reported the system that was being purchased would not allow the videos to be altered. He commented further on the quarterly audits on the body-worn camera footage.

A motion was made by Stelmach, seconded by Johnson, to open the Public Hearing at 8:04 p.m. A roll call vote was taken. The motion carried 5-0.

No additional public comments were received.

A motion was made by Stelmach, seconded by Johnson, to close the Public Hearing at 8:04 p.m. A roll call vote was taken. The motion carried 5-0.

A motion was made by Stelmach, seconded by Johnson, to approve the Policy Body-Worn Camera Policy as written. A roll call vote was taken. The motion carried 5-0.

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. APPROVE UPDATED SNOW EMERGENCY POLICY AND FIRST READING OF ORDINANCE

Grams stated the City Council discussed proposed changes to the City snow emergency policy and ordinance at the June 22 work session. The City last updated the snow emergency policy in 2017. Since that time, we have had change in staffing in the Public Works Department and purchased newer snow removal equipment. As a result, the overall snow removal process is operating more efficiently and effectively than in previous seasons. Over the course of this past winter season, Public Works Director Nick Waldbillig, Police Chief Shane Mikkelsen, and Grams have had several discussions about potentially updating the snow emergency policy to accomplish two things:

- 1) Allow for maximum flexibility for Public Works Staff to remove snow at any time when needed, and;
- 2) Provide easy and clear enforcement rules for the Police Department.

Grams explained staff is currently proposing moving away from the two-district system, and instead relaxing parking restrictions in the residential areas. With the previous snow emergency policy, Public Works was forced to only remove some during defined periods of time (the overnight hours during a snow emergency declaration). The biggest issue then was that snow events end at random times of the day, and if snow events end during the day, Public Works was unable to completely clear snow to the curb until the overnight hours. That delay would allow for temps to drop and the snow to become hardpacked with vehicles traveling over it all day. Removing that snow is much more difficult, harder on the equipment, and requires more time, effort, and materials to completely remove the snow.

Grams commented by not requiring a specific timeframe for which the Public Works crew can only remove snow, they can focus on clearing streets more quickly throughout the day or night. Staff proposes we move to a “snowbird” system (which many metro cities use). This means that when snow plowing occurs, they will plow around any parked vehicle in the residential areas. That vehicle owner then has 24 hours to move their vehicle or face possible citation and/or towing at their expense. Then, Public Works would come back with a smaller piece of equipment and quickly clear up the snowbird area the following day. This would make it easy for the Police Department to enforce because Public Works would communicate to them that plowing is occurring, starting the 24-hour clock. The vehicles should be completely removed from the snowbird area so that crews can get in there to clear up the area safely and efficiently.

Grams indicated another issue facing the Public Works crew is working several overnight hours in consecutive days. That schedule alters their ability to get proper sleep and effectively cancels out another full day of work for the crew (as they need to stay home and rest per OSHA requirements). There are no proposed changes to the downtown area (District A) except that the overnight parking ban (from 1st Ave NW to 1st Ave NE and from CR81 to CR30) would be in effect for one overnight period. This is still needed to allow Public Works to safely remove and haul away snow from the downtown area.

Grams stated the City-offered temporary snow emergency parking areas also remain unchanged and are shown on the snow emergency map. The Council also has the option to waive the second reading and adopt the proposed ordinance. As soon as the policy and ordinance are approved, staff will work to communicate the new policy and ordinance to the public. The more time we have to communicate these changes, the better off everyone will be.

Schulz thanked the Public Works crew for their tremendous efforts on behalf of the City. He explained he appreciated the new plan and the new snow removal equipment the City had in place. He stated his only concern with this situation was the fact that the City would not be aggressive enough with people leaving vehicles on the street. He encouraged the City to be communicating effectively with residents regarding the new policy.

Stelmach stated he looked forward to seeing how the new policy works for the City. He indicated the City Council could always revisit the policy if cars became a problem. Police Chief Mikkelsen discussed how the Public Works and Police Departments would be addressing cars in the street. He noted citations would be issued after cars have been plowed around after 24 hours.

Johnson noted the Public Works crews would have one more parking lot to clear this winter. Waldbillig reported this was the case.

Stelmach questioned if the Council needed to readdress the City's parking ordinance to ensure vehicles were forced to move more than an inch during snow emergency events. Police Chief Mikkelsen reported the new snow emergency ordinance addresses this concern.

Schulz questioned if the City Attorney believed this Ordinance would supersede the City's other parking ordinance. City Attorney Tietjen advised the parking requirements during a snow emergency were very clear within the proposed snow emergency ordinance.

Schulz requested staff review the language within the existing parking ordinance to ensure there is alignment with the proposed snow emergency ordinance. City Attorney Tietjen reported she would complete this task prior to the City Council holding the Second Reading of this ordinance.

A motion was made by Hultstrom, seconded by Stelmach, to approve the updated Snow Emergency Policy and approve the First Reading of the updated Snow Emergency Ordinance. A roll call vote was taken. The motion carried 5-0.

B. APPROVE NEW POLICE SQUAD PURCHASE

Police Chief Mikkelson commented this new squad purchase would replace the 2017 Ford Explorer currently operating in the department fleet. This would be a replacement under the planned every 4-year replacement schedule set up within the Capital Improvement Plan. The new item featured on this squad purchase would be the Noptic NV3 Camera that would be added. This camera is a Thermal Imaging camera that can see body heat outdoors. This camera would be mounted on the spotlight and viewed on the squad computer. This will assist officers to see people at night that are involved in possible criminal activity. He commented further on the police squad replacement plan and requested approval of the vehicle purchase.

Stelmach stated he supported the proposed thermal imaging technology. He indicated this would be a nice tool for the department.

Schulz asked what medium would be used to view the thermal imaging. Chief Mikkelson reported the in-squad computers would be used for viewing the images.

Schulz questioned how many more thermal imaging units would be requested from the department. Chief Mikkelson stated he would not be purchasing any additional units at this time, but rather would be purchasing them as new squads were built.

Grams inquired if this squad car would have the new graphics package. Chief Mikkelson reported this squad car would have the new graphics package.

A motion was made by Hultstrom, seconded by Stelmach, to approve the purchase of a 2021 Ford Explorer with the Noptic NV3 Camera. A roll call vote was taken. The motion carried 5-0.

C. APPROVE 2020 TECH UPGRADES

Grams stated he and the Council Risk Management Committee (Councilmembers Schulz and Stelmach) met with the City's IT consultant team (Element Technologies) to discuss the current state of technology, and what recommendations Element suggests for tech upgrades in 2020. The Council approved a sweeping tech upgrade in 2019. The current set of recommendations will continue to keep the City's tech infrastructure guarded and safe from intruders seeking harm.

Staff reviewed the recommendations in detail with the Council and recommended approval of the 2020 Tech Upgrades Plan. The Plan includes security awareness training, desktop & laptop refresh, email security, physical security, multi-factor authentication, and Dell server warranty renewal.

Stelmach thanked Element for working with the City on the proposed tech upgrades. He commented in further detail on the proposed upgrades and explained these improvements would serve the City well.

Schulz stated he was most supportive of the phishing software and test emails that would be sent to the City.

Johnson questioned why the City was at 94% of its budget for IT expenditures in 2020. Grams explained the City had to spend some unfunded dollars to allow employees to work from home for three months due to the COVID-19 pandemic.

A motion was made by Hultstrom, seconded by Johnson, to approve the 2020 Tech Upgrades Plan. A roll call vote was taken. The motion carried 5-0.

D. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

Schulz commented on the fees the City was incurring through processing credit cards and stated he would like the City to investigate these fees further.

A motion was made by Johnson, seconded by Stelmach, to approve the Accounts Payable as presented. A roll call vote was taken. The motion carried 5-0.

11. ADMINISTRATOR REPORT

Grams reported local candidate filing opens on Tuesday, July 28.

12. COUNCIL AND ATTORNEY REPORTS

City Attorney Mary Tietjen provided the Council with a brief update on non-profits and explained there was no express authority to distribute assistance to non-profit organizations. She reported the Treasury Department addresses small businesses but not non-profits. She indicated the City Council would have to consider the risk if funds were appropriated to a non-profit. She stated the City could be required to repay these funds.

Hultstrom encouraged residents to not leave "Free" items at the end of their driveways long-term.

Johnson stated he participated in the viewing of the CARES Act requests from businesses. He indicated he was pleased by how well this EDA program has been received by the business community.

Stelmach thanked the Review Committee members for taking the time to consider the requests for CARES Act dollars. He was proud of the fact the EDA was making dollars available to local businesses in need of assistance.

Stelmach thanked part-time Police Officer Adam Rolshouse for his service to the community.

13. ANNOUNCEMENTS

Poppe encouraged residents to visit the Osseo Farmers Market every Tuesday from 3 to 7 p.m.

Poppe reported the next Movies and Music in the Park event would occur on Tuesday, July 28. He noted the Dirty Shorts Band would be playing at 7 p.m. and the food truck Café Cairo would be in the park.

14. ADJOURNMENT

A motion was made by Schulz, seconded by Hultstrom, to adjourn the City Council meeting at 8:59 p.m. A roll call vote was taken. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
July 27, 2020**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Monday, July 27, 2020.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Harold E. Johnson, Mark Schulz, Larry Stelmach, and Mayor Duane Poppe.

Members absent: None.

Staff present: City Administrator Riley Grams, Fire Chief Mike Phenow, and City Attorney Mary Tietjen.

Others present: Brian McKnight.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. FIRE DEPARTMENT RELIEF ASSOCIATION BYLAWS

Fire Chief Mike Phenow stated on May 26 the latest draft of the OFDRA bylaws were discussed. At that meeting, he presented a draft of a revised set of bylaws based on the model bylaws published by the Office of the State Auditor (OSA). The purpose of that meeting was to gain consensus on most of the document, while leaving the last few outstanding questions for this work session. He reviewed the proposed changes to the document and requested feedback from the Council.

Stelmach asked if the membership supported the proposed changes. Chief Phenow reported the membership did support the recommended changes.

Schulz thanked Chief Phenow for his presentation and for his comments regarding the proposed changes. He stated he would like more information regarding the disability payouts.

Chief Phenow introduced Brian McKnight with McKnight Wealth Management Group.

Brian McKnight, McKnight Wealth Management Group, thanked the Council for its time and discussed how he worked with 65 volunteer fire relief associations around the State of Minnesota. He explained after 20 years of service within a volunteer fire relief program a member is fully vested, and a benefit is made to this person for their years of

service. He discussed how benefit level increases are made based on the health of a relief associations investments. He reported the OFDRA was overfunded at this time and the proposed increase would keep the fund at 100%.

Schulz questioned if the OFDRA was looking for anything from the City. Fire Chief Phenow discussed the proposed increase and stated the fund would cover the increase at this time. He commented at some point, a municipal contribution would be required if the OFDRA did not have a surplus within its fund. He explained the OFDRA would like to see the City budgeting for voluntary municipal contributions to help fund the pension account. Mr. McKnight discussed level of deficit that would have to occur for the City to be required to make contributions to the pension fund.

Johnson asked when the last time was the City made contributions to the OFDRA fund. Fire Chief Phenow stated the last contribution from the City was made in 2015.

Johnson inquired why the City stopped making contributions. Fire Chief Phenow stated he was not certain because this was before his time. Grams explained this was before his time with the City as well and commented the contributions may have stopped given the fact the pension was well funded.

Schulz commented this may have been a line item that was left off the budget and nobody caught it until now.

Further discussion ensued regarding the proposed pension increase.

Hultstrom stated she supported the \$2,000 pension rate. She recommended the Council review the OFDRA pension every year or twice a year going forward.

Schulz indicated this was a tenuous conversation. He discussed how the increase would impact the OFDRA and noted the pension fund was currently overfunded. He explained the Council was being asked to make up payments for the past five years to increase the payout by 25%. He feared this conversation could get hairy. He requested further information on how disability pension dollars would be paid out to volunteers. Fire Chief Phenow discussed how disability dollars could be paid out to volunteers that are injured on the job.

Schulz reiterated that firefighters injured on the job would also be eligible for workers comp and other benefits as well. Fire Chief Phenow stated this was the case.

Schulz questioned when appointments were made to the Fire Board. Fire Chief Phenow stated this occurred at the first City Council meeting in January. Grams pulled up the City Council meeting minutes from January 13 and reported the adopted resolution included appointments to the Fire Board.

Schulz indicated he wanted to see a better connection between the City Council and the Fire Board.

Barry Anderson stated there used to be two people from the City Council that served on the Fire Board and after some time these individuals stopped coming to the meetings.

He commented in the past the Fire Board has invited the Mayor and City Administrator to all Board Meetings.

Schulz stated he would like to pay more attention to this in the future to ensure these invitations were made on a regular basis going forward.

Grams asked what Chief Phenow would like from the Council. Chief Phenow stated he would like consensus from the Council on the bylaws and the new benefit level.

Johnson questioned when the effective date would be for the new benefit level. Chief Phenow stated this would have to be determined within the bylaws. He noted this date could be pushed to January 1. Mr. McKnight explained the assumption in the current numbers was that the new benefit level would begin in 2020, and a contribution from the City Council would not be required until perhaps 2022.

Schulz commented the challenge with backdating to 2020 would be the fact that the Council would have to come up with funding that was not budgeted. Chief Phenow reported no contribution would be required in 2020.

Johnson stated if the Council were to make this effective 2021, a smaller contribution may be required. He supported the new benefit level taking effect in 2021.

Hultstrom agreed with this recommendation.

Poppe concurred.

Schulz supported this recommendation as well. He stated the Fire Department has been blessed to have had a fully funded pension for the past five years.

Poppe summarized the Council would support the \$2,000 benefit rate with a voluntary contribution beginning in 2021.

B. SPECIAL ASSESSMENT POLICY UPDATE

Grams stated the Council briefly discussed proposed changes to the Special Assessment Policy during the February 24 work session. It was noted that there is some confusion when a resident makes a partial pre-payment prior to the 30-day interest free period versus after, and how that affects the interest charges after the partial pre-payments are made. When this happens, the amount of staff time involved in addressing this type of situation can be substantial. City Attorney Mary Tietjen noted that under State Statute there was an option to allow for some partial pre-payments per an Ordinance rather than a policy. Staff noted that the hope was to bring this back to the Council for update prior to the certification of the 2020 street project special assessments. Creating an Ordinance and giving proper notification takes time, and the City could not have changed the policy (or created a new Ordinance) in time to take effect.

Grams explained City Attorney Tietjen recently alerted staff that State Statute (429.061, subd. 3) says: "The Council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor...". Although this

language does not explicitly prohibit partial pre-payments by policy instead of an ordinance, City Attorney Tietjen recommends that if the Council wants to continue to allow partial pre-payments, they should adopt an ordinance authorizing this and including any terms/conditions upon which such prepayments would be allowed. Authorizing partial pre-payments by Ordinance is allowed, but not required. Whether or not to do so is a policy decision for the City Council. Staff commented on the Special Assessment Policy further and requested feedback from the Council.

Hultstrom stated she supported residents being able to make partial prepayments on their assessments.

Johnson inquired when assessments were approved for this project. Grams stated the assessments were approved in March or April of this year. He discussed how it was difficult for the City to take partial payments because there was both principle and interest.

Schulz questioned when the City begins paying interest on the bonds. Grams indicated the City begins paying interest on the bonds around the same time residents begin paying interest. He noted the bond sale for the 2020 street project occurred on May 11.

Schulz explained he supported allowing residents to make partial prepayments but did not support collecting interest when the City has not started to pay interest. He indicated once the bond sale was done, the City should begin collecting interest. The Council supported moving forward in this manner.

Grams explained he would speak with City Attorney Tietjen regarding the Ordinance and policy changes that would be required. He indicated the assessment policy also had to be amended to reflect the 80/20 split for alleyway assessments.

5. ADJOURNMENT

The Work Session adjourned at 6:58 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

Monthly Report for July

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921210006	7/1/2020	2020-235	\$ 2,000	Oleg Grytsyna	616 4th Ave NE	PL	plumbing alterations	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1311922140053	7/2/2020	2020-236	\$ 46,000	Wiley Enterprises	215 Central Ave	BL	commercial tenant space ice cream shop	\$12,425	\$ 11,138.75	\$ 23.00	\$ 415.19	\$ 24,001.94
1311922110022	7/6/2020	2020-237	\$ -	Ben Fitzsimmons	100 6th St NW	EL	electrical	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1811921320041	7/6/2020	2020-238	\$ 35,000	Katie McComb	101 4th Ave SE	BL	reside + windows	\$0	\$ 175.00	\$ 2.00	\$ -	\$ 177.00
1811921240096	7/6/2020	2020-239	\$ 11,000	Bernie Edstrom	517 3rd St NE	BL	reside	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240012	7/7/2020	2020-240	\$ 6,000	Keith Brown	100 4th Ave NE	Z	fence	\$0	\$ 25.00	\$ -	\$ -	\$ 25.00
1811921210006	7/7/2020	2020-241	\$ -	Oleg Grytsyna	616 4th Ave NE	EL	electrical	\$0	\$ 300.00	\$ 1.00	\$ -	\$ 301.00
1811921210006	7/7/2020	2020-242	\$ 20,000	Oleg Grytsyna	616 4th Ave NE	BL	interior alterations	\$0	\$ 415.25	\$ 11.00	\$ 220.51	\$ 646.76
1811921310096	7/7/2020	2020-243	\$ 12,000	Michael Torgerson	500 Broadway St E	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230144	7/9/2020	2020-244	\$ 13,640	Tim Nielson	201 2nd St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210001	7/9/2020	2020-245	\$ 219,694	ISD 279	324 6th Ave NE	BL	school toilet room remodel	\$0	\$ 1,776.75	\$ 110.00	\$ 1,154.89	\$ 3,041.64
1311922110112	7/13/2020	2020-246	\$ 35,997	City Country Agency	317 Central Ave	BL	commercial reroof	\$0	\$ 531.25	\$ 18.00	\$ 345.31	\$ 894.56
1811921310009	7/13/2020	2020-247	\$ 35,000	Carol Crone	408 Broadway St E	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921240075	7/14/2020	2020-248	\$ 28,000	Steve Lind	16 7th Ave NE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1311922140053	7/14/2020	2020-249	\$ -	Two Scoops Ice Cream Shop	215 Central Ave	EL	electrical	\$0	\$ 175.00	\$ 1.00	\$ -	\$ 176.00
1811921340033	7/14/2020	2020-250	\$ 4,000	Lindsay Holmgren	340 6th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
na	7/14/2020	2020-251	\$ -	CenterPoint Energy	3rd St SE/5th Ave SE	U	utility right of way	\$0	\$ 150.00	\$ -	\$ -	\$ 150.00
1811921220088	7/15/2020	2020-252	\$ 20,000	Melissa Dramstad	617 2nd Ave NE	BL	bathroom remodel	\$0	\$ 414.25	\$ 11.00	\$ 220.51	\$ 645.76
1811921220032	7/15/2020	2020-253	\$ 10,000	Philip Winn	517 4th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310071	7/16/2020	2020-254	\$ 1,200	Alyssa Ducharme	208 5th Ave SE	PL	water heater	\$0	\$ 15.00	\$ 1.00	\$ -	\$ 16.00
1811921240047	7/17/2020	2020-255	\$ 10,000	Jason Heinen	117 7th Ave NE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00

Monthly Report for July

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921230105	7/17/2020	2020-256	\$ 2,500	Thang Pham	216 1st St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220032	7/17/2020	2020-257	\$ 2,616	Philip Winn	517 4th Ave NE	BL	windows	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921220003	7/17/2020	2020-258	\$ 1,200	Jeff Kaitz	624 1st Ave NE	PL	water heater	\$0	\$ 15.00	\$ 1.00	\$ -	\$ 16.00
1811921310039	7/20/2020	2020-259	\$ 8,324	Patricia Chouinard	217 8th Ave SE	BL	windows	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921230118	7/20/2020	2020-260	\$ 8,960	Perry Mann	25 4th Ave NE	BL	14x26 deck	\$0	\$ 177.00	\$ 4.50	\$ 115.05	\$ 296.55
1811921230050	7/20/2020	2020-261	\$ 3,500	Steve Ernenwein	125 Broadway St E	BL	fence	\$0	\$ 25.00	\$ -	\$ -	\$ 25.00
1811921220088	7/21/2020	2020-262	\$ -	Melissa Dramstad	617 2nd Ave NE	EL	electrical	\$0	\$ 90.00	\$ 1.00	\$ -	\$ 91.00
1811921240101	7/21/2020	2020-263	\$ 40,000	Anna Plonske	205 5th Ave NE	BL	replace garage	\$0	\$ 574.25	\$ 20.00	\$ 373.26	\$ 967.51
1811921220150	7/22/2020	2020-264	\$ -	QT Commercial	625 1st Ave NE, units 4,5,6,17	EL	electrical	\$0	\$ 252.00	\$ 1.00	\$ -	\$ 253.00
1811921330033	7/23/2020	2020-265	\$ 94,500	North Country Distributors	8600 Jefferson Hwy	BL	commercial reroof	\$0	\$ 1,019.25	\$ 47.50	\$ -	\$ 1,066.75
1811921310057	7/27/2020	2020-266	\$ 12,053	Claudia Gisvold	217 6th Ave SE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921240096	7/27/2020	2020-267	\$ -	Bernie Edstrom	517 3rd St NE	EL	electrical	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1811921220109	7/28/2020	2020-268	\$ 3,000	Orlando Ponce	600 Central Ave	BL	garage windows/doors	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921240101	7/29/2020	2020-269	\$ 2,000	Anna Plonske	205 5th Ave NE	PL	plumbing alterations	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921220109	7/29/2020	2020-270	\$ 2,000	Orlando Ponce	600 Central Ave	PL	plumbing alterations	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921230079	7/30/2020	2020-271	\$ 3,000	Brandon Burns	132 2nd Ave NE	PL	plumbing alterations	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921310077	7/30/2020	2020-272	\$ 30,000	Dee Bonn	225 5th Ave SE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
Totals			\$ 723,184					\$12,425	\$ 19,483.75	\$ 278.00	\$ 2,844.72	\$ 35,031.47

**RUDOLPH PRIEBE POST 172
GAMBLING REPORT TO
CITY OF OSSEO**

1. Report for the Month of July, 2020.
2. Check as appropriate:

X Paddlewheel

X Pulltabs

_____ Bingo

 Raffle

X Other (specify) TIPBOARD

3. Gross Receipts: \$ ~~0~~
3(a) Less: prizes paid \$ ~~0~~
4. Expenses—Total \$ 10,374.39

3(a) Less: prizes paid \$ 10

4. Expenses—Total \$ 10,374.39

Expenses Itemized:

COMPENSATION PAYROLL TAX \$5314.47

Accounting Svcs \$ 210.75

MISCELLANEOUS \$ 4849.17

_____ \$_____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

5. Profits \$ <10,374.39>

- 6. Distribution of Profits (Itemized):**

→ SEE ATTACHED SCHEDULE C: \$8575.40

_____ \$ _____

Signed: 

Richard L. Kolb

Gambling Manager

Attach additional information if necessary.

This completed form must be returned to the Osseo City Clerk's office monthly; as required by State law and City Ordinances for all licensed organizations.

(FAX)7634250908

08/05/2020 11:13 Osseo Maple Grove Am Legion 172

[illegible]



City of Osseo City Council Meeting Item

Agenda Item: Tobacco Sales Ordinance

Meeting Date: August 10, 2020

Prepared by: LeAnn Larson, City Clerk

Attachments: Proposed Tobacco Ordinance (Chapter 112)
Public hearing notice to local retailers
Resolution Allowing Summary Publication

Policy Consideration:

Adopt an ordinance amending City Code Section 112 on Tobacco Regulations to reflect recent legislation.

Background:

In May 2020 Governor Walz signed a bill raising the state tobacco sales age to 21. The new state law reinforces the federal Tobacco 21 law signed by President Trump in December 2019, and allows state and local units of government to conduct compliance checks to ensure the law is being followed.

The June 29 Council work session provided discussion on proposed changes to City Code Chapter 112-Tobacco Regulations, as recommended by City Attorney Mary Tietjen. The proposed changes to the Code reflect the recent federal and state legislation.

Attorney Tietjen suggested a 30-day period to allow public input on proposed tobacco changes. A notice was sent to the local licensed tobacco retailers notifying them of the public hearing scheduled for August 10 (sample attached). To date, staff has not received public input via phone or email.

The Council should open the public hearing, allow for public comments, and then close the public hearing before considering the proposed ordinance amendment.

Options:

- 1) Approve the first reading of an ordinance amending Chapter 112-Tobacco Regulations; *(the second reading and adoption would be on August 24)*
- 2) Approve the first reading of an ordinance amending Chapter 112-Tobacco Regulations, as amended; *(the second reading and adoption would be on August 24)*
- 3) Approve the first reading of an ordinance amending Chapter 112-Tobacco Regulations and waive the second reading; *(this results in adoption now and publication of entire ordinance amendment)*
- 4) Approve the first reading of an ordinance amending Chapter 112-Tobacco Regulations, waive the second reading (must be by unanimous vote of the Council), and adopt a resolution approving summary publication of the ordinance amendment. *(this also results in adoption now and allows for summary publication, saving publication costs of a lengthy ordinance)*

Recommendation/Action Requested:

Staff recommends the City Council approve Option 4, approve the first reading of an ordinance amending Chapter 112-Tobacco Regulations, waive the second reading, and adopt a resolution approving summary publication of the ordinance amendment.

ORDINANCE No. 2020-__

CITY OF OSSEO

HENNEPIN COUNTY

**AN ORDINANCE AMENDING CHAPTER 112 OF THE CITY CODE
REGARDING TOBACCO REGULATIONS**

CHAPTER 112: TOBACCO REGULATIONS

THE CITY OF OSSEO SO ORDAINS:

Section 1. Section 112.01 of the Osseo City Code is amended as follows:

§ 112.01 PURPOSE AND INTENT.

Because the city recognizes that many persons under the age of ~~18~~ 21 years purchase or otherwise obtain, possess, and use tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, and nicotine or lobelia delivery devices, and the sales, possession, and use are violations of both state and federal laws; and because studies, which the city hereby accepts and adopts, have shown that most smokers begin smoking before they have reached the age of ~~18~~ 21 years and that those persons who reach the age of ~~18~~ 21 years without having started smoking are significantly less likely to begin smoking; and because smoking has been shown to be the cause of several serious health problems which subsequently place a financial burden on all levels of government; this chapter intends to regulate the sale, possession, and use of tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, and nicotine or lobelia delivery devices for the purpose of enforcing and furthering existing laws, to protect ~~minors~~ persons under the age of 21 against the serious effects associated with the illegal use of tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, and nicotine or lobelia delivery devices, and to further the official public policy of the state in regard to preventing young people from starting to smoke as stated in M.S. § 144.391, as amended from time to time.

Section 2. Section 112.02 of the Osseo City Code is amended to include amended definitions for “compliance checks,” “electronic delivery devices” and “electronic cigarettes,” “tobacco” or “tobacco-related products,” and “tobacco-related devices,” as follows:

COMPLIANCE CHECKS. The system the city uses to investigate and ensure that those authorized to sell tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, and nicotine or lobelia delivery devices are following and complying with the requirements of this chapter. **COMPLIANCE CHECKS** shall involve the use of ~~minors~~ persons under the age of 21 as authorized by this chapter. **COMPLIANCE CHECKS** shall also mean the use of ~~minors~~ persons under the age of 21 who attempt to purchase tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, or nicotine or lobelia delivery devices for educational, research, and training purposes as authorized by state and federal laws. **COMPLIANCE CHECKS** may also be conducted by other units of

government for the purpose of enforcing appropriate federal, state, or local laws and regulations relating to tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, and nicotine or lobelia delivery devices.

ELECTRONIC DELIVERY DEVICES and or ELECTRONIC CIGARETTES. Any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption ~~that can be used by a person to simulate smoking in the delivery of nicotine or any other substance~~ through inhalation of aerosol or vapor from the product. ***ELECTRONIC DELIVERY DEVICE*** includes but is not limited to devices manufactured, marketed, or sold as electronic cigarettes, electronic cigars, electronic pipe, vape pens, modes, tank systems, or under any other product name or descriptor. ***ELECTRONIC DELIVERY DEVICE*** includes any component part of a product, whether or not marketed or sold separately. ***ELECTRONIC DELIVERY DEVICE*** ~~does not include any product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose.~~ excludes drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

TOBACCO or TOBACCO-RELATED PRODUCTS. Includes cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including by vaping, or any component, part, or accessory of a tobacco product, cigars, pipe tobacco, cheroots, stogies, perique, granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco, snuff, snuff flour, cavendish, plug and twist tobacco, fine cut and other chewing tobaccos, shorts, refuse scraps, clippings, cuttings, and sweepings of tobacco, dipping tobaccos, and other kinds and forms of tobacco. ***TOBACCO*** ~~excludes any tobacco product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.~~ drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

TOBACCO-RELATED DEVICES. Includes any ~~tobacco product~~ tobacco-related products as well as a ~~pipe, rolling papers, ashtray, cigarette papers or pipes for smoking~~ or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or ~~vaping~~ inhalation of aerosol or vapor of tobacco or tobacco products. ***TOBACCO-RELATED DEVICES*** include components of TOBACCO-RELATED DEVICES which may be marketed or sold separately.

Section 3. Section 112.06(A)(1) of the Osseo City Code is amended as follows:

(A) *Prohibited sales.* It shall be a violation of this chapter for any person to sell or offer to sell any tobacco, tobacco product, tobacco-related device, electronic cigarette, electronic delivery device, or nicotine or lobelia delivery device:

- (1) To any person under the age of ~~18~~ 21 years.

Section 4. Section 112.07 of the Osseo City Code is amended as follows:

§ 112.07 SELF-SERVICE SALES.

It shall be unlawful for a licensee under this chapter to allow the sale of tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, or nicotine or lobelia delivery devices by any means whereby the customer may have access to those items without having to request the item from the licensee or the licensee's employee and whereby there is not a physical exchange of the tobacco, tobacco product, tobacco-related device, or nicotine or lobelia delivery device between the licensee or his or her clerk and the customer. All tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, and nicotine or lobelia delivery devices shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public. Any retailer selling tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, or nicotine or lobelia delivery devices at the time this chapter is adopted shall comply with this section within 90 days following the effective date of this chapter. A license holder who operates an establishment or fully enclosed portion of an establishment that sells at least 90% of its products in tobacco, or tobacco products, tobacco-related devices, electronic delivery devices, or electronic cigarettes, is exempt from the self-service merchandising provision if the license holder prohibits anyone under ~~18~~ 21 years of age from entering the establishment or fully enclosed portion of an establishment and the license holder conspicuously displays a notice prohibiting persons under ~~18~~ 21 years of age from entering the establishment.

Section 5. Section 112.09 of the Osseo City Code is amended as follows:

§ 112.09 COMPLIANCE CHECKS AND INSPECTIONS.

All licensed premises shall be open to inspection by the city police or other authorized city official during regular business hours. From time to time, but at least once per year, the city shall conduct compliance checks by engaging, ~~with the written consent of the appropriate parents or guardians, minors over the age of 15~~ persons at least 17 years of age but less than 18 ~~21 years of age~~, to enter the licensed premise to attempt to purchase tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, or nicotine or lobelia delivery devices. Minors used for the purpose of compliance checks shall only be used with the written consent of the appropriate parents or guardians and shall be supervised by city designated law enforcement officers or other designated city personnel. ~~Minors~~ Persons used for compliance checks shall not be guilty of unlawful possession of tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, or nicotine or lobelia delivery devices when obtaining those items as a part of the compliance check. No ~~minors~~ persons used in compliance checks shall attempt to use a false identification misrepresenting the ~~minor's~~ person's age, and all ~~minors~~ persons lawfully engaged in a compliance check shall answer all questions about the ~~minor's~~ person's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked. Nothing in this chapter

shall prohibit compliance checks authorized by state or federal laws for educational, research, or training purposes, or required for the enforcement of a particular state or federal law.

Section 6. Section 112.10 of the Osseo City Code is amended as follows:

§ 112.10 OTHER ILLEGAL ACTS; MINORS.

Unless otherwise provided, the following acts shall be a violation of this chapter.

(A) *Illegal sales.* It shall be a violation of this chapter for any person to sell or otherwise provide any tobacco, tobacco product, tobacco-related device, electronic cigarettes, electronic delivery device, or nicotine or lobelia delivery device to any ~~minor~~ person under 21 years of age.

(B) *Illegal possession.* It shall be a violation of this chapter for any ~~minor~~ person under 21 years of age to have in his or her possession any tobacco, tobacco product, tobacco-related device, electronic cigarettes, electronic delivery device, or nicotine or lobelia delivery device. This division shall not apply to ~~minors~~ persons under 21 years of age lawfully involved in a compliance check.

(C) *Illegal use.* It shall be a violation of this chapter for any ~~minor~~ person under 21 years of age to smoke, chew, sniff, or otherwise use any tobacco, tobacco product, tobacco-related device, electronic cigarettes, electronic delivery device, or nicotine or lobelia delivery device.

(D) *Illegal procurement.* It shall be a violation of this chapter for any ~~minor~~ person under 21 years of age to purchase or attempt to purchase or otherwise obtain any tobacco, tobacco product, tobacco-related device, electronic cigarettes, electronic delivery device, or nicotine or lobelia delivery device, and it shall be a violation of this chapter for any person to purchase or otherwise obtain those items on behalf of a ~~minor~~ person under 21 years of age. It shall further be a violation for any person to coerce or attempt to coerce a ~~minor~~ person under 21 years of age to illegally purchase or otherwise obtain or use any tobacco, tobacco product, tobacco-related device, or nicotine or lobelia delivery device. This division shall not apply to ~~minors~~ persons under 21 years of age lawfully involved in a compliance check.

(E) *Use of false identification.* It shall be a violation of this chapter for any ~~minor~~ person under 21 years of age to attempt to disguise his or her true age by the use of a false form of identification, whether the identification is that of another person or one on which the age of the person has been modified or tampered with to represent an age older than the actual age of the person.

(F) *Tobacco and tobacco-related devices on school grounds.* It shall be a violation of this chapter for any person to have in his or her possession any tobacco, tobacco product, or tobacco-related devices while on the grounds of any school. However, it is not a violation of this section for a person ~~more than 18~~ of at least 21 years of age to have contained in his or her vehicle tobacco, tobacco products, or tobacco-related devices not otherwise prohibited while lawfully on school grounds.

Section 7. Section 112.11 of the Osseo City Code is amended as follows:

§ 112.11 EXCEPTIONS AND DEFENSES.

Nothing in this chapter shall prevent the providing of tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, or nicotine or lobelia delivery devices to a ~~minor~~ person under 21 years of age as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this chapter for a person to have reasonably relied on proof of age as described by state law.

Section 8. Section 112 of the Osseo City Code is amended to add a new Section 112.12 as follows:

§ 112.12 SIGNAGE; IDENTIFICATION.

(A) Signage. At each location where electronic delivery devices, tobacco, tobacco products, and tobacco-related devices are sold, the licensee shall display a sign in plain view to provide public notice that selling any of these products to any person under the age of 21 is illegal and subject to penalties. The notice shall be placed in a conspicuous location in the licensed establishment and shall be readily visible to any person who is purchasing or attempting to purchase these products. The sign shall provide notice that all persons responsible for selling these products must verify, by means of photographic identification containing the bearer's date of birth, the age of any person under 30 years of age.

(B) Age verification. At each location where electronic delivery devices, tobacco, tobacco products, and tobacco-related devices are sold, the licensee shall verify, by means of government-issued photographic identification containing the bearer's date of birth, that the purchaser or person attempting to make the purchase is at least 21 years of age. Verification is not required if the purchaser or person attempting to make the purchase is 30 years of age or older. It shall not constitute a defense to a violation of this section that the person appeared to be 30 years of age or older.

Section 9. Section 112.99(C) of the Osseo City Code is amended as follows:

(C) Administrative penalties.

(1) *Licensees.* Any licensee found to have violated this chapter, or whose employee shall have violated this chapter, shall be charged an administrative fine of \$500 for a first violation of this chapter; \$750 for a second offense at the same licensed premises within a 24-month period; and \$1,000 for a third or subsequent offense at the same location within a 24-month period. In addition, after the third offense, the license shall be suspended for not less than seven consecutive days.

(2) *Other individuals.* Other individuals, other than ~~minors~~ persons under 21 years of age regulated by division (C)(3) of this section, found to be in violation of this chapter shall be charged an administrative fine of \$50.

(3) ~~Minors~~ Persons Under 21 Years of Age. ~~Minors~~ Persons under 21 years of age found in unlawful possession of or who unlawfully purchase or attempt to purchase tobacco, tobacco products, tobacco-related devices, electronic cigarettes, electronic delivery devices, or nicotine or lobelia delivery devices, shall be subject to ~~an administrative fine, or may be subject to tobacco-related education classes, diversion programs, community services, or another alternative civil penalty that the city believes will be appropriate and effective. The administrative fine or other penalty shall be established by the City Council in its fee resolution.~~ Alternative civil penalties developed under this section shall not include fines or monetary penalties.

(4) *Statutory penalties.* If the administrative penalties authorized to be imposed by M.S. § 461.12, as it may be amended from time to time, differ from those established in this chapter, then the statutory penalties shall prevail.

Section 10. This ordinance shall take effect and be in force from and after its passage and publication according to law.

Adopted by the City Council this ____ day of _____, 2020.

ATTEST:

Mayor

City Clerk

First reading:

Second reading and adoption: Second reading waived by unanimous vote of City Council (City Code § 30.24(A))

Published: _____, 2020, *Osseo-Maple Grove Press*



City of Osseo

415 Central Avenue

Osseo, MN 55369-1195

P 763.425.2624 F 763.425.1111

www.DiscoverOsseo.com

July 9, 2020

Dean's Supermarket
312 Central Avenue
Osseo, MN 55369

Dear Licensed Tobacco Retailer,

During the 2020 Minnesota Legislative session a law was enacted regarding tobacco sales. In part, the legal purchasing age of tobacco in Minnesota will be raised to 21 in alignment with federal law and several changes related to licensees will be made, including compliance checks, violations and penalties, and required signage and age verification. This law will take effect on August 1, 2020.

Osseo's tobacco ordinance must be amended to align with the federal and state laws. The City Council will consider an ordinance amendment at its August 10 regular Council meeting. As a tobacco license holder in Osseo, the City is informing you of the Council's intent to consider and vote on the amendment.

Meeting details: Monday, August 10, 2020, at 7:00 p.m.

It is anticipated that all the members of the City Council will participate in the August 10 meeting by video conference rather than by being personally present at the City Hall Council Chamber at 415 Central Avenue, Osseo, MN 55369. The public can monitor the meeting live on Osseo Government TV or on demand on the internet by going to the link at www.DiscoverOsseo.com. Members of the public wanting to make comments to be read into the record during the meeting may send a message to cityhall@ci.osseo.mn.us.

Agendas are posted to the City website on the Thursday before each meeting at the following link: <https://www.discoverosseo.com/departments/city-council/meeting-agendas-and-minutes/>.

Please contact me if you have any questions or comments via phone at (763) 425-2624 ext 103 or email at llarson@ci.osseo.mn.us.

Sincerely,

LeAnn Larson
City Clerk

Resolution No. 2020-xx

**RESOLUTION APPROVING SUMMARY PUBLICATION
OF ORDINANCE NO. 2020-3**

WHEREAS, the City has adopted the above-referenced ordinance; and

WHEREAS, Minnesota Statutes, § 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the verbatim text of the ordinance is cumbersome, and the expense of publication of the complete text is not justified; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, that the following summary is hereby approved for official publication:

Public Notice

The City Council of the City of Osseo has adopted Ordinance No. 2020-3, an ordinance Amending Chapter 112-Tobacco Regulations to reflect federal and state law requirements to regulate the sale, possession, and use of tobacco products to persons under the age of 21. The new state law reinforces the federal Tobacco 21 law, making it illegal to sell any commercial tobacco products to persons under 21. The state legislation also updates the state's tobacco definitions and penalties and adds age verification and signage requirements to ensure strong compliance and enforcement.

The full ordinance text is available for inspection at City Hall during regular business hours, and will be emailed or sent to any party upon request.

BE IT FURTHER RESOLVED that the City Clerk is directed to keep a copy of the ordinance in the Clerk's office at City Hall for public inspection and to post a full copy of the ordinance in a public place in the City for a period of two weeks.



City of Osseo City Council Meeting Item

Agenda Item: Approve Second Reading and Adoption of Snow Emergency Ordinance

Meeting Date: August 10, 2020

Prepared by: Riley Grams, City Administrator

Attachments: Snow Emergency Map
Draft Snow Emergency Ordinance

Policy Consideration:

Consider approving the second reading and adoption of the snow emergency ordinance.

Background:

The City Council discussed proposed changes to the City's snow emergency policy and ordinance at the [June 22, 2020 work session](#) meeting and approved the first reading of the updated ordinance at the [July 27, 2020 Council meeting](#). The City last updated the snow emergency policy back in 2017. Since that time, we have had some change over in staffing in the Public Works Department and purchased newer snow removal equipment. As a result, our current snow removal process is operating much more efficiently and effectively than in previous seasons. Over the course of this past winter season, Public Works Director Nick Waldbillig, Police Chief Shane Mikkelsen, and I have had several discussions about potentially updating the snow emergency policy to accomplish two things:

- 1) Allow for maximum flexibility for Public Works Staff to remove snow at any time when needed, and;
- 2) Provide easy and clear enforcement rules for the Police Department.

Staff is currently proposing moving away from the two-district system, and instead relaxing parking restrictions in the residential areas. With the previous snow emergency policy, Public Works was forced to only remove some during defined periods of time (the overnight hours during a snow emergency declaration). The biggest issue there is that snow events end at random times of the day, and if snow events end during the day, Public Works was unable to completely clear snow to the curb until the overnight hours. That delay would allow for temps to drop and the snow to become hardpacked with vehicles traveling over it all day. Removing that snow is much more difficult, harder on our equipment, and requires more time, effort, and materials to completely remove the snow.

Instead, by not requiring a specific timeframe for which the Public Works crews can only remove snow, they can focus on clearing streets more quickly throughout the day or night. Staff proposes we move to a "snowbird" system (which many metro cities use). This means that when snow plowing occurs, they will plow around any parked vehicle in the residential areas. That vehicle owner then has 24 hours to move their vehicle otherwise they face possible citation and/or towing at their expense. Then, Public Works would come back with a smaller piece of equipment and quickly clear up the snowbird area the following day. This would make it easy for the Police Department to enforce because Public Works would communicate to them that plowing is occurring, starting the 24-hour clock. The vehicles

should be completely removed from the snowbird area so that crews can get in there to clear up the area safely and efficiently.

Another issue facing the Public Works crew is working several overnight hours in consecutive days. That schedule alters their ability to get proper sleep and effectively cancels out another full day of work for the crew (as they need to stay home and rest per OSHA requirements).

There are no proposed changes to the downtown area (District A) except that the overnight parking ban (from 1st Ave NW to 1st Ave NE and from CR81 to CR30) would be in effect for one overnight period. This is still needed to allow Public Works to safely remove and haul away snow from the downtown area.

The City-offered temporary snow emergency parking areas also remain unchanged and are shown on the attached snow emergency map.

The Council asked City Attorney Tietjen and Staff if this new ordinance interferes with any current on-street parking ordinance at the last meeting. After reviewing Section 70 of the City Code, both City Attorney Tietjen and Staff believe that this updated ordinance would not clash with the existing on-street parking ordinance since these parking restrictions are only in effect when the City has an active snow emergency declared.

Previous Action or Discussion:

The City Council discussed these proposed changes to the snow emergency policy at the June 22, 2020 work session meeting. The Council directed Staff to move forward with the proposed changes. The Council also reviewed and approved the snow emergency policy and first reading of the snow emergency ordinance at the July 27, 2020 Council meeting.

City Goals Met By This Action:

Continue to give Staff the necessary tools to do their jobs effectively and efficiently
Promote a healthy and high quality standard of living

Options:

The City Council may choose to:

1. Approve the second reading and adoption of the updated snow emergency ordinance;
2. Deny updating the snow emergency ordinance;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the second reading and adoption of the updated snow emergency ordinance.



City of Osseo Snow Emergency Map



§ 71.06 DECLARED SNOW EMERGENCY; PARKING PROHIBITED.

- (A) It is unlawful for any person, except an operator of an emergency motor vehicle on an emergency call, to park or leave standing any vehicle on any street or alley during a declared snow emergency.
- (B) A **DECLARED SNOW EMERGENCY** begins when an accumulation of fallen snow is equal to or greater than two inches, as measured by the City at the Osseo Public Works Parking Lot, 800 Broadway Street East, Osseo, Minnesota.
- (C) For snow emergency purposes, the City is divided into “District A” (residential) Residential areas and “District BA” (business/commercial). See Chapter 71 Appendix A for snow emergency district map.
- (D) After a snow emergency is declared, the following parking prohibitions apply:
- (1) In District A, parking is prohibited, for one 24 hour period, on any street or alley between the hours of 10:00 p.m. and 6:00 a.m. On-street parking is allowed in the residential areas during a Snow Emergency, however, residents are encouraged to remove their vehicles upon a Snow Emergency declaration.
 - (2) In District BA, parking is prohibited, for a 4824-hour period, on any street or alley in that District between the hours of 10:00 p.m. and 6:00 a.m.
- ~~(E) The snow emergency shall end at 6:00 a.m. after the 4824-hour period designated for District B-A expires, unless the City declares an earlier end. If the snow emergency is ended early, the City will use all available methods of notification to notify residents of the canceled snow emergency.~~
- (E)
- (F) The City is authorized to issue citations and/or remove violating vehicles, or cause them to be removed, and the owner shall be responsible for the actual costs of removal and storage. A removed vehicle shall not be released to the owner or the owner’s authorized agent until those costs have been paid.
- (G) The authority to declare a snow emergency is delegated to the Public Works Director, Police Chief, City Administrator, or any other city employee designated to act on their behalf.

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Ordinance No. 2020-2

**AN ORDINANCE DECLARING A SNOW EMERGENCY AND
PROHIBITED PARKING**

THE CITY COUNCIL OF THE CITY OF OSSEO HEREBY ORDAINS AS FOLLOWS:

Section 1. Section 71.06 of the Osseo City Code is amended as follows:

§ 71.06 DECLARED SNOW EMERGENCY; PARKING PROHIBITED.

- (A) It is unlawful for any person, except an operator of an emergency motor vehicle on an emergency call, to park or leave standing any vehicle on any street or alley during a declared snow emergency.
- (B) A ***DECLARED SNOW EMERGENCY*** begins when an accumulation of fallen snow is equal to or greater than two inches, as measured by the City at the Osseo Public Works Parking Lot, 800 Broadway Street East, Osseo, Minnesota.
- (C) For snow emergency purposes, the City is divided into Residential areas and “District A” (business/commercial). See Chapter 71 Appendix A for snow emergency district map.
- (D) After a snow emergency is declared, the following parking prohibitions apply:
 - (1) On-street parking is allowed in the residential areas during a Snow Emergency, however, residents are encouraged to remove their vehicles upon a Snow Emergency declaration. No vehicle may remain parked on the street for more than 24 hours after the City has plowed around the vehicle.
 - (2) In District A, parking is prohibited, for a 24-hour period, on any street or alley in that District between the hours of 10:00 p.m. and 6:00 a.m.
- (E) The snow emergency shall end at 6:00 a.m. after the 24-hour period designated for District A.
- (F) The City is authorized to issue citations and/or remove violating vehicles, or cause them to be removed, and the owner shall be responsible for the actual costs of removal and storage. A removed vehicle shall not be released to the owner or the owner’s authorized agent until those costs have been paid.
- (G) The authority to declare a snow emergency is delegated to the Public Works Director, Police Chief, City Administrator, or any other city employee designated to act on their behalf.

Section 2. The ordinance shall be in full force and effect from and after its passage and publication according to law.

ADOPTED by the City Council of the City of Osseo, Minnesota, this 10th day of August, 2020.

ATTEST:

Mayor

City Clerk

First reading: July 27, 2020

Second reading and adoption: August 10, 2020

Published: August 20, 2020, *Osseo-Maple Grove Press*



City of Osseo City Council Meeting Item

Agenda Item: Confirm EDA Actions of August 10, 2020

Meeting Date: August 10, 2020

Prepared by: Riley Grams, City Administrator

Attachments: None

The EDA took the following actions at their regular meeting on August 10, 2020:

- 1) Received an update on the EDA COVID-19 Small Business Relief Grant Program
- 2) Approved EDA accounts payable

Options:

The City Council may choose to:

1. Approve the EDA actions of August 10, 2020;
2. Deny the EDA actions of August 10, 2020;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the EDA actions of August 10, 2020.



City of Osseo City Council Meeting Item

Agenda Item: Approve Hire of Joe Amerman as Community Management Coordinator

Meeting Date: August 10, 2020

Prepared by: Riley Grams, City Administrator

Attachments: None

Policy Consideration:

Consider approving Joe Amerman as the Community Management Coordinator.

Background:

Back in May, the City Council approved the creation of the Community Management Coordinator position to replace the City Planner position. The City posted for the position and received over 60 applications. City Administrator Riley Grams and City Clerk LeAnn Larson reviewed and scored all applications and invited the top scoring candidates to interview with the Council Human Resources Committee (Councilmembers Schulz and Stelmach) on July 27.

After completing all the interviews, the Committee had a very difficult decision to make as the interviewed candidates were excellent and would have been great employees. However, in the end, the Committee opted to offer the position to Joe Amerman. Joe and I negotiated the terms of his employment and he has accepted the position.

Joe comes to Osseo with great education and work experiences. He graduated from Luther College with a Bachelor's in history and Political Science, and a Master of Public Policy from the University of Minnesota Humphrey School of Public Affairs. Joe most recently worked as the Community and Economic Development Intern for the City of Maple Grove and comes very highly recommended by the Community Development Director. We believe he will be a great fit for the City of Osseo in this role.

The position is on Pay Grade 9, and Joe will start on Step 2 (\$31.26/hr) of the Employee Compensation Plan. The position is a full-time position, and eligible for all full-time employee benefits per the Employee Personnel Policy. Joe plans to start his first day on Monday, August 17.

Budget or Other Considerations:

This position has been budgeted for in the 2020 budget (initially as the City Planner position).

City Goals Met By This Action:

Recruit high quality Staff, continue to train Staff, and work to promote Staff retention

Options:

The City Council may choose to:

1. Approve the hire of Joe Amerman as the Community Management Coordinator;
2. Deny approving Joe Amerman;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the hire of Joe Amerman as the Community Management Coordinator.



City of Osseo City Council Meeting Item

Agenda Item:	Approve CARES Act Funds to EDA COVID-19 Small Business Relief Grant Program (Resolution)
Meeting Date:	August 10, 2020
Prepared by:	Riley Grams, City Administrator
Attachments:	Resolution

Policy Consideration:

Consider approving the attached Resolution directing an additional \$29,743.01 in CARES Act funds to the EDA to support the COVID-19 Small Business Relief Grant Program.

Background:

The City Council and EDA created the EDA COVID-19 Small Business Relief Grant Program back on July 13, 2020. The program has been a big success with a total of 39 applications received and \$113,743.01 in requested funds (\$6,256.99 remains). That amount is close to the originally approved program amount of \$120,000. After consulting with City Staff, we project a total of \$31,920.89 remaining from our original allotment of \$205,604.00 (after expenses already paid out and future projected expenses). To maximize the remaining amount of funds and make them available to our local small business, Staff recommends the Council direct an additional **\$29,743.01** to the EDA for the COVID-19 Small Business Relief Grant program. This would give the EDA a total balance of \$36,000 (or 12 fully funded grant amounts at \$3,000 each).

Previous Action or Discussion:

The EDA and City Council created the program on July 13, 2020.

City Goals Met By This Action:

Foster and promote economic development in the City

Options:

The City Council may choose to:

1. Approve the attached Resolution directing an additional \$29,743.01 to the EDA for the COVID-19 Small Business Relief Grant Program;
2. Deny directing the additional funds to the EDA;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the attached Resolution directing an additional \$29,743.01 to the EDA for the COVID-19 Small Business Relief Grant Program.

Resolution No. 2020-XX

**RESOLUTION AUTHORIZING CONVEYANCE OF ADDITIONAL CORONAVIRUS
RELIEF FUNDS TO THE OSSEO ECONOMIC DEVELOPMENT AUTHORITY**

WHEREAS, the City of Osseo ("City") has received Coronavirus Relief Funds ("Funds") from the State of Minnesota, as authorized in the CARES Act; and

WHEREAS, the CARES Act authorizes the City to transfer Funds to other units of government; and

WHEREAS, the CARES Act authorizes Funds to be used for grants to small businesses to reimburse the costs of business interruption caused by required closures; and

WHEREAS, the Osseo Economic Development Authority in and for the City of Osseo proposes to use the Funds for a newly established "COVID-19 Small Business Relief Grant Program," the purpose of which is to help offset costs for small businesses in Osseo that have been directly impacted by the COVID-19 pandemic; and

WHEREAS, the City Council has determined that conveyance to the Osseo Economic Development Authority for such purposes is in the best interests of the City and that the Funds to be conveyed are best used by the Economic Development Authority to provide Funds to small businesses; and

WHEREAS, on July 13, 2020, the City Council directed one hundred twenty thousand dollars (\$120,000) to the Osseo Economic Development Authority for the purpose of providing grants to small businesses through the COVID-19 Small Business Relief Grant Program in accordance with Department of Treasury and State of Minnesota guidelines for expending the Funds via a resolution; and

WHEREAS, the City Council sees the need for additional funds to support small businesses through this Grant Program;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, County of Hennepin, State of Minnesota, that the City Administrator and staff are authorized and directed to transfer additional Funds, in the amount of twenty nine thousand seven hundred forty three dollars and one cent (\$29,743.01), to the Osseo Economic Development Authority for the purpose of providing additional grants to small businesses through the COVID-19 Small Business Relief Grant Program in accordance with Department of Treasury and State of Minnesota guidelines for expending the Funds.

Adopted by the Osseo City Council this 10th day of August, 2020.



City of Osseo City Council Meeting Item

Agenda Item: Discuss 2020 Rental License Inspections

Meeting Date: August 10, 2020

Prepared by: Riley Grams, City Administrator

Attachments: None

Policy Consideration:

Discuss the 2020 rental license inspection program.

Background:

The City Council opted to postpone the 2020 rental inspections back in spring to the fall due to the COVID-19 pandemic. The City's contracted rental inspector, Roger Lenz, is ready to proceed with inspections in September. However, two Councilmembers (Hultstrom and Johnson) requested that this item be discussed by the Council. There are continued concerns about our inspector entering into apartments with the on-going pandemic. However, the rental license inspections are critical to ensure that the City's rental properties are well maintained and that life safety concerns are being met.

The Council should discuss whether or not to continue with 2020 rental inspections this year, or potentially postpone them until spring 2021.

Recommendation/Action Requested:

Staff recommends the City Council discuss this item and direct Staff accordingly.

CITY OF OSSEO

CASH BALANCE SUMMARY FOR COUNCIL

Begin	Receipts	Disbursements	JE	JE Payroll	Transfers	Balance	Fund
\$1,371,795.41	\$999,764.93	\$1,004,238.85	-\$137,683.98	-\$409,070.67	\$0.00	\$820,566.84	101 GENERAL FUND
\$320,002.25	\$82,890.00	\$154,978.28	\$54,542.00	\$0.00	\$0.00	\$302,455.97	110 CIP EQUIPMENT
\$13,855.94	\$2,650.00	\$2,440.98	\$0.00	\$0.00	\$0.00	\$14,064.96	115 POLICE DONATIONS/EXPENSES
\$10,864.16	\$3,000.00	\$2,662.00	\$0.00	\$0.00	\$0.00	\$11,202.16	116 POLICE FORFIETURE FUND
-\$2,597.41	\$1,060.00	\$7,764.96	\$11,190.00	\$0.00	\$0.00	\$1,887.63	120 FIRE DONATIONS/EXPENSES
\$1,386,756.09	\$3,217.51	\$12,110.51	\$136,080.00	\$0.00	\$0.00	\$1,513,943.09	130 PAVEMENT MANAGEMENT
\$136,009.56	\$0.00	\$16,858.90	\$63,830.00	\$0.00	\$0.00	\$182,980.66	135 CIP FACILITIES
-\$6,856.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,856.60	150 COMP PLAN GRANT
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	200 INSPECTIONS (INACTIVE)
\$2,115.23	\$0.00	\$358.19	\$0.00	\$0.00	\$0.00	\$1,757.04	204 TROLLEY
\$179,019.27	\$22,170.00	\$11,681.79	\$15,387.94	\$0.00	\$0.00	\$204,895.42	205 PARK DEDICATION
\$0.00	\$205,604.00	\$335.51	-\$137,182.80	\$0.00	\$0.00	\$68,085.69	230 COVID19 AID
\$46,509.34	\$13,574.84	\$43,110.22	-\$5,322.00	\$0.00	\$0.00	\$11,651.96	240 CABLE GRANTS
\$10,411.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,411.76	241 CheC - Healthy Comm Grant
\$2,395.70	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	-\$1,604.30	242 HENN CO TREE GRANT
-\$593.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$593.75	243 HENN CO CORRIDOR PLANNING
\$0.00	\$10,950.00	\$5,657.65	\$0.00	\$0.00	\$0.00	\$5,292.35	244 TWINS GRANT
\$2,258.27	\$300.00	\$1,085.79	\$0.00	\$0.00	\$0.00	\$1,472.48	250 COMMUNITY FUND
\$339.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$339.87	252 FIREARMS SAFETY
\$2,993.89	\$9,250.00	\$3,552.76	\$0.00	-\$58.13	\$0.00	\$8,633.00	253 MUSIC/MOVIES IN THE PARK
\$2,922.80	\$0.00	\$499.67	\$0.00	\$0.00	\$0.00	\$2,423.13	254 MINIDAZZLE
\$5,169.68	\$200.00	\$196.55	\$0.00	\$0.00	\$0.00	\$5,173.13	257 FARMERS MARKET
\$10,781.08	\$0.00	\$989.45	\$0.00	\$0.00	\$0.00	\$9,791.63	260 HERITAGE PRESERVATION
\$115,407.22	\$12,107.42	\$49,654.17	-\$5,492.01	\$0.00	\$0.00	\$72,368.46	301 2014A Street/Utility (500,000)
\$243,566.65	\$0.00	\$182,391.67	\$0.00	\$0.00	\$0.00	\$61,174.98	305 BONDS 2015 STR IMPROVE
\$267,240.63	\$10,984.10	\$103,604.17	\$0.00	\$0.00	\$0.00	\$174,620.56	306 BONDS 2016 STR IMPROVE (19349)
\$136,987.90	\$4,687.24	\$316.67	\$0.00	\$0.00	\$0.00	\$141,358.47	307 BONDS 2016 STR IMPROVE (19421)
\$109,894.28	\$16,437.51	\$71,391.67	\$0.00	\$0.00	\$0.00	\$54,940.12	308 BONDS 2017 STR IMPROVE (19644)
\$132,484.67	\$19,030.73	\$67,915.43	-\$4,976.61	\$0.00	\$0.00	\$78,623.36	309 BONDS 2018 STR IMPROVE
\$1,414.49	\$7,333.20	\$0.00	\$0.00	\$0.00	\$0.00	\$8,747.69	310 BONDS 2018 ALLEY IMPROVE
\$2,759.62	\$11,236.18	\$12,439.59	\$0.00	\$0.00	\$0.00	\$1,556.21	311 BONDS 2019 STR IMPROVE
\$12,047.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,047.61	312 BONDS 2019 ALLEY IMPROVE
\$0.00	\$125,060.93	\$14.25	\$0.00	\$0.00	\$0.00	\$125,046.68	313 BOND 2020 STREET PROJECT
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	325 BONDS 2003C REFUNDING (12358)
\$268,508.98	\$105,906.24	\$307,700.00	\$0.00	\$0.00	\$0.00	\$66,715.22	365 BONDS 2009 CENTRAL AVE (17720-
\$89,425.12	\$8,609.44	\$37,041.67	\$0.00	\$0.00	\$0.00	\$60,992.89	371 BONDS 2012A STR IMPROVE
\$0.00	\$498.60	\$0.00	\$0.00	\$0.00	\$0.00	\$498.60	375 BONDS 2007A JEFFERSON HWY
\$213,767.21	\$42,495.23	\$195,761.66	\$0.00	\$0.00	\$0.00	\$60,500.78	380 BONDS 2010A REFUNDING

Begin	Receipts	Disbursements	JE	JE Payroll	Transfers	Balance No Invest	Fund
-\$370.45	\$0.00	\$169,351.04	\$0.00	\$0.00	\$0.00	-\$169,721.49	385 BONDS 2011A TIF
\$122,242.53	\$0.00	\$86,016.66	\$0.00	\$0.00	\$0.00	\$36,225.87	395 BONDS 2014A POLICE ADDITION
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	404 2017 STREET IMPROVE (19349)
\$102,683.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,683.74	405 2018 STREET IMPROVEMENT
\$11,839.49	\$0.00	\$214.18	\$0.00	\$0.00	\$0.00	\$11,625.31	406 2018 ALLEY IMPROVEMENT
\$85,688.85	\$0.00	\$6,808.50	\$0.00	\$0.00	\$0.00	\$78,880.35	407 2019 STREET IMPROVEMENT
-\$124.04	\$0.00	\$11.34	\$0.00	\$0.00	\$0.00	-\$135.38	408 2019 ALLEY IMPROVEMENT
-\$30,571.18	\$0.00	\$86,427.53	\$3,680,561.58	\$0.00	\$0.00	\$3,563,562.87	409 2020 STREET IMPROVEMENT
\$969,396.12	\$274,923.69	\$148,965.47	-\$19,058.01	-\$58,568.75	\$0.00	\$1,017,727.58	601 WATER FUND
\$1,176,619.14	\$270,418.75	\$162,157.39	-\$17,563.93	-\$58,568.66	\$0.00	\$1,208,747.91	602 SEWER FUND
\$493,031.91	\$96,536.06	\$12,359.27	-\$5,544.37	-\$13,906.68	\$0.00	\$557,757.65	604 STORM WATER FUND
\$81.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81.90	801 GENERAL EDA
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	806 TIF 2-5 REALIFE
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	817 TIF 2-4 BELL TOWER
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	819 TIF 2-6 CELTIC CROSSING
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	825 TIF 2-8 LANCOR/LYNDES
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	836 TIF 2-9 5 CENTRAL
\$0.00	\$0.00	\$0.00	\$120,000.00	\$0.00	\$0.00	\$120,000.00	860 COVID19 SMALL BUSINESS GRANTS
\$8,018,174.93	\$2,360,896.60	\$2,973,064.39	\$3,748,767.81	-\$540,172.89	\$0.00	\$10,614,602.06	

CITY OF OSSEO

Payments

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Page 1

Current Period: AUGUST 2020

Payments Batch 8-10-20 AP \$63,576.96

Refer	9826 ACTION FLEET LLC	-				
Cash Payment	E 110-42000-520 CAPITAL OUTLAY	1 TON TRUCK LIGHTS/TECH OUTFITTING				\$2,857.04
Invoice	I3465	7/24/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN	10100	Total	\$2,857.04
Refer	9828 ASPEN MILLS INC	-				
Cash Payment	E 101-41920-218 UNIFORMS/GEAR	NAMETAG-MARTINSON				\$8.85
Invoice	259433	7/27/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN	10100	Total	\$8.85
Refer	9829 ASPEN MILLS INC	-				
Cash Payment	E 101-41920-218 UNIFORMS/GEAR	4 FIRE DEPT BADGES FOR INVENTORY				\$271.40
Invoice	259323	7/23/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN	10100	Total	\$271.40
Refer	9830 ASPEN MILLS INC	-				
Cash Payment	E 101-41920-218 UNIFORMS/GEAR	5 SETS OF COLLAR BRASS FOR INVENTORY				\$128.50
Invoice	259461	7/27/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN	10100	Total	\$128.50
Refer	9820 BANYON DATA SYSTEMS	-				
Cash Payment	E 101-41550-309 SOFTWARE	2020 PAYROLL SUPPORT				\$396.00
Invoice	160548	8/1/2020				
Cash Payment	E 601-49400-211 OPERATIONS	2020 PAYROLL SUPPORT				\$247.50
Invoice	160548	8/1/2020				
Cash Payment	E 602-49400-211 OPERATIONS	2020 PAYROLL SUPPORT				\$247.50
Invoice	160548	8/1/2020				
Cash Payment	E 604-49400-211 OPERATIONS	2020 PAYROLL SUPPORT				\$99.00
Invoice	160548	8/1/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN	10100	Total	\$990.00
Refer	9854 COMCAST - CALIFORNIA	-				
Cash Payment	E 101-42000-321 TELECOMMUNICATION	AUG 2020 SVC-PW				\$182.38
Invoice	20200724	7/24/2020				
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN	10100	Total	\$182.38
Refer	9855 COMCAST - CALIFORNIA	-				
Cash Payment	E 101-41700-321 TELECOMMUNICATION	AUG 2020 SVC-CH				\$375.58
Invoice	20200724-2	7/24/2020				
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN	10100	Total	\$375.58
Refer	9848 CORNERSTONE FORD/CHRYSLER	-				
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	REPAIR SQUAD665				\$653.16
Invoice	16301127/1	7/27/2020				
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN	10100	Total	\$653.16
Refer	9853 COVERALL	-				
Cash Payment	E 101-41700-317 CLEANING SERVICE	AUG 2020 CLEANING SVC-CITY HALL				\$743.00
Invoice	1590000595	8/1/2020				
Cash Payment	E 101-41800-317 CLEANING SERVICE	AUG 2020 CLEANING SVC-COMM CTR				\$226.00
Invoice	1590000595	8/1/2020				
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN	10100	Total	\$969.00

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Refer	9815 ECM PUBLISHING	-			
Cash Payment	E 101-41410-211 OPERATIONS	ELECTIONS ACCURACY TEST			\$35.44
Invoice	786425	7/23/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$35.44
Refer	9808 EFTPS	Ck# 002125E 8/4/2020			
Cash Payment	G 101-21701 FEDERAL WITHHOLDING	7-31-20 PAYROLL FIT			\$3,973.99
Invoice	27006176212993	7/31/2020			
Cash Payment	G 101-21703 FICA WITHHOLDING	7-31-20 PAYROLL FICA			\$4,163.22
Invoice	27006176212993	7/31/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$8,137.21
Refer	9809 EMPOWER- MSRS DFC/H CSP	Ck# 002126E 8/5/2020			
Cash Payment	G 101-21712 HCSP	7-31-20 PAYROLL HCSP CONTRIBUTIONS			\$424.24
Invoice	848445042	7/31/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$424.24
Refer	9810 EMPOWER- MSRS DFC/H CSP	Ck# 002127E 8/5/2020			
Cash Payment	G 101-21705 DEFFERED COMP	7-31-20 MSRS DFC CONTRIBUTIONS			\$300.00
Invoice	848446574	7/31/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$300.00
Refer	9849 FURTHER - FORMERLY SELECTA	-			
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD/ST	AUG 2020 H.S.A. ADMIN FEES			\$30.00
Invoice	15510281	8/5/2020			
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN 10100	Total	\$30.00
Refer	9811 FURTHER - FORMERLY SELECTA	Ck# 002128E 8/7/2020			
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI	7-31-20 PAYROLL H.S.A. CONTRIBUTIONS			\$1,746.85
Invoice	73120PR	7/31/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$1,746.85
Refer	9832 HENN CO PROPERTY TAX	Ck# 002134E 8/3/2020			
Cash Payment	E 365-47250-399 PROPERTY TAXES	416 CENTRAL AVE PID 18-119-21-22-0134 2020 PROPERTY TAXES			\$8,672.36
Invoice	728408	8/3/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$8,672.36
Refer	9833 HENN CO PROPERTY TAX	Ck# 002132E 8/3/2020			
Cash Payment	E 365-47250-399 PROPERTY TAXES	415 CENTRAL AVE PID 13-119-22-11-0079 2020 PROPERTY TAXES			\$8,672.36
Invoice	728406	8/3/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$8,672.36
Refer	9834 HENN CO PROPERTY TAX	Ck# 002133E 8/3/2020			
Cash Payment	E 365-47250-399 PROPERTY TAXES	412 1ST AVE NW PID 13-119-22-11-0168			\$886.81
Invoice	728411	8/3/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$886.81
Refer	9835 HENN CO PROPERTY TAX	Ck# 002135E 8/3/2020			
Cash Payment	E 365-47250-399 PROPERTY TAXES	316 2ND ST NE PID 18-119-21-23-0155			\$240.80
Invoice	728410	8/3/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$240.80
Refer	9836 HENN CO PROPERTY TAX	-			

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Cash Payment	G 101-10600 ACCOUNTS RECEIVABLE	108 1ST AVE NW PID 13-119-22-14-0111		\$184.32
Invoice 728967	8/3/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total \$184.32
Refer	9846 HOLIDAY COMMERCIAL			
Cash Payment	E 101-41900-216 FUEL - VEHICLE/EQUIP	PD FUEL PURCHASES-JULY 2020		\$360.92
Invoice JULY2020	7/21/2020			
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN 10100	Total \$360.92
Refer	9813 ICMA RETIREMENT CORPORATIO	Ck# 002130E 8/6/2020		
Cash Payment	G 101-21705 DEFFERED COMP	7-31-20 PAYROLL DFC CONTRIBUTIONS		\$275.00
Invoice 378025	7/31/2020			
Cash Payment	E 101-41110-135 CELL/TRAVEL/INS/DFC	7-31-20 PAYROLL DFC CONTRIBUTIONS		\$75.00
Invoice 378025	7/31/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total \$350.00
Refer	9822 INNOVATIVE OFFICE SUPPLY			
Cash Payment	E 101-41110-201 OFFICE OPERATIONS	ADMIN SUPPLIES-TAPE, BOOKCASE		\$197.55
Invoice IN3049674	7/29/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total \$197.55
Refer	9823 INNOVATIVE OFFICE SUPPLY			
Cash Payment	E 101-41110-201 OFFICE OPERATIONS	ADMIN SUPPLIES-NAPKINS		\$4.60
Invoice IN3039320	7/21/2020			
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total \$4.60
Refer	9843 JAZZERCISE			
Cash Payment	E 101-42300-312 PROGRAMMING	JULY 2020 JAZZERCISE INSTRUCTION		\$210.00
Invoice JULY2020	8/5/2020			
Transaction Date	8/5/2020	Due 9/4/2020	PREMIER CHECKIN 10100	Total \$210.00
Refer	9857 KENNEDY & GRAVEN, CHARTERE			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JUNE 2020 LEGAL SVC-COUNCIL		\$704.11
Invoice JUNE2020	7/17/2020			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JUNE 2020 LEGAL SVC-ADMIN		\$158.18
Invoice JUNE2020	7/17/2020			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JUNE 2020 LEGAL SVC-PERSONNEL		\$25.51
Invoice JUNE2020	7/17/2020			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JUNE 2020 LEGAL SVC-P/Z		\$1,040.91
Invoice JUNE2020	7/17/2020			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JUNE 2020 LEGAL SVC-PD		\$270.43
Invoice JUNE2020	7/17/2020			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JUNE 2020 LEGAL SVC-FIRE		\$51.03
Invoice JUNE2020	7/17/2020			
Cash Payment	E 409-42000-211 OPERATIONS	JUNE 2020 LEGAL SVC-2020 STREET PROJECT		\$86.74
Invoice JUNE2020	7/17/2020			
Cash Payment	E 230-43000-310 OTHER PROFESSIONA	JUNE 2020 LEGAL SVC-COVID19		\$244.92
Invoice JUNE2020	7/17/2020			
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN 10100	Total \$2,581.83
Refer	9837 LMC INSURANCE TRUST			
Cash Payment	E 101-42000-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-PW		\$1,137.00
Invoice 2019WCAUDIT	7/9/2020			

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Cash Payment	E 101-42350-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-PARKS	\$134.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-41920-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-FIRE	-\$2,126.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-41900-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-POLICE	\$5,002.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-41900-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-PD ADMIN	\$16.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-41110-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-ADMIN	\$135.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-41650-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-P/Z	\$11.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-42350-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-RINK ATTENDANTS	\$422.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-42300-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-ADULT REC	\$17.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-42302-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-SR REC	\$153.00
Invoice 2019WCAUDIT	7/9/2020		
Cash Payment	E 101-41650-139 WORK COMP INSURAN	2019 WORK COMP AUDIT PREMIUM ADJ-PLANNING COMMISSION	-\$7.00
Invoice 2019WCAUDIT	7/9/2020		
Transaction Date	8/4/2020	Due 9/3/2020 PREMIER CHECKIN 10100	Total \$4,894.00
Refer	9824 MACQUEEN EQUIPMENT	-	
Cash Payment	E 604-49400-221 EQUIP REPAIR/ MAINT	STREET SWEEPER AC REPAIR	\$694.86
Invoice W06688	7/21/2020		
Transaction Date	8/3/2020	Due 9/2/2020 PREMIER CHECKIN 10100	Total \$694.86
Refer	9825 MENARDS-BROOKLYN PARK	-	
Cash Payment	E 101-42350-215 CENTRAL AVENUE BE	FABRIC,STAKES,RATCHET&BUNGEE SET,EDGING FOR ORCHARD	\$81.95
Invoice 8750	7/9/2020		
Transaction Date	8/3/2020	Due 9/2/2020 PREMIER CHECKIN 10100	Total \$81.95
Refer	9850 METRO SALES INC	-	
Cash Payment	E 101-41900-410 LEASES/RENTALS	PD COPIER LEASE	\$73.04
Invoice INV1629651	7/17/2020		
Transaction Date	8/6/2020	Due 9/5/2020 PREMIER CHECKIN 10100	Total \$73.04
Refer	9852 METRO WEST INSPECTION SERVI	-	
Cash Payment	G 101-20222 BUILDING INSPECTIONS P	INSPECTIONS-JULY 2020	\$1,060.04
Invoice 2502	8/3/2020		
Transaction Date	8/6/2020	Due 9/5/2020 PREMIER CHECKIN 10100	Total \$1,060.04
Refer	9814 MINUTE MAKER SECRETARIAL	-	

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Cash Payment	E 101-41000-307 RECORDING SERVICE	7/27/20 COUNCIL & WORKSESSION MTG MINUTES			\$318.50
Invoice M1115	8/1/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$318.50
Refer	9812 MN DEPT OF REVENUE	Ck# 002129E 8/4/2020			
Cash Payment	G 101-21702 STATE WITHHOLDING	7-31-20 PAYROLL SIT			\$1,848.49
Invoice 0-376-744-224	7/31/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$1,848.49
Refer	9842 MTI DISTRIBUTING, INC.	-			
Cash Payment	E 101-42350-217 VEHICLE REPAIRS/MAI	ROTORS			\$239.76
Invoice 1267454-00	7/14/2020				
Transaction Date	8/5/2020	Due 9/4/2020	PREMIER CHECKIN 10100	Total	\$239.76
Refer	9851 NORTHSTAR COMPANIES	-			
Cash Payment	E 230-43000-211 OPERATIONS	MASKS FOR STAFF-COVID19			\$600.00
Invoice I-1313	7/29/2020				
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN 10100	Total	\$600.00
Refer	9816 OLIECH, SHARON	-			
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	7/25/20 BANDSHELL DEPOSIT REFUND			\$250.00
Invoice 20200725	7/25/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$250.00
Refer	9807 PERA	Ck# 002124E 8/4/2020			
Cash Payment	G 101-21704 PERA	7-31-20 PAYROLL PERA CONTRIBUTIONS			\$9,557.40
Invoice SOMPER000567	7/31/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$9,557.40
Refer	9821 PRIME ADVERTISING & DESIGN IN	-			
Cash Payment	E 101-41515-309 SOFTWARE	JULY 2020 WEBSITE HOSTING			\$100.00
Invoice 73523	7/27/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$100.00
Refer	9847 SIPE BROS. INC.	-			
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	7/2-7/3/20 PD CAR WASHES			\$10.00
Invoice 7-16-20PDSTMT	7/16/2020				
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN 10100	Total	\$10.00
Refer	9844 TEDDY BEAR BAND	-			
Cash Payment	E 253-42400-211 OPERATIONS	8/11/20 MUSIC IN THE PARK PERFORMANCE			\$1,450.00
Invoice 20200810	5/26/2020				
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN 10100	Total	\$1,450.00
Refer	9817 TOKLE INSPECTION INC	-			
Cash Payment	G 101-20221 ELECTRICAL INSPECTION	MAY 2020 ELECTRICAL INSPECTIONS			\$686.00
Invoice MAY2020	6/1/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$686.00
Refer	9818 TOKLE INSPECTION INC	-			
Cash Payment	G 101-20221 ELECTRICAL INSPECTION	APRIL 2020 ELECTRICAL INSPECTIONS			\$845.60
Invoice APRIL2020	5/1/2020				
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN 10100	Total	\$845.60
Refer	9845 US BANK	-			

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Cash Payment	E 380-47250-612 FISCAL AGENTS FEES	2010A GO BOND PAYING AGENT FEE				\$500.00
Invoice	5818452	7/27/2020				
Transaction Date	8/6/2020	Due 9/5/2020	PREMIER CHECKIN	10100	Total	\$500.00
Refer	9827 VERIZON WIRELESS					
Cash Payment	E 101-42000-321 TELECOMMUNICATION	JUNE 2020 SVC-PW				\$249.65
Invoice						
Cash Payment	E 101-41900-321 TELECOMMUNICATION	JUNE 2020 SVC-POLICE				\$568.37
Invoice						
Cash Payment	E 204-42390-352 TROLLEY OPERATION	JUNE 2020 SVC-TROLLEY				\$34.94
Invoice						
Cash Payment	E 101-41110-321 TELECOMMUNICATION	JUNE 2020 SVC-ADMIN				\$43.16
Invoice						
Transaction Date	8/3/2020	Due 9/2/2020	PREMIER CHECKIN	10100	Total	\$896.12

Fund Summary

10100 PREMIER CHECKING

101 GENERAL FUND	\$38,042.13
110 CIP EQUIPMENT	\$2,857.04
204 TROLLEY	\$34.94
230 COVID19 AID	\$844.92
253 MUSIC/MOVIES IN THE PARK	\$1,450.00
365 BONDS 2009 CENTRAL AVE (17720-	\$18,472.33
380 BONDS 2010A REFUNDING	\$500.00
409 2020 STREET IMPROVEMENT	\$86.74
601 WATER FUND	\$247.50
602 SEWER FUND	\$247.50
604 STORM WATER FUND	\$793.86
	\$63,576.96

Pre-Written Checks	\$40,836.52
Checks to be Generated by the Computer	\$22,740.44
Total	\$63,576.96



Minnesota State Primary Election

Tuesday, August 11, 2020
7 a.m. to 8 p.m.



Osseo Community Center
415 Central Avenue

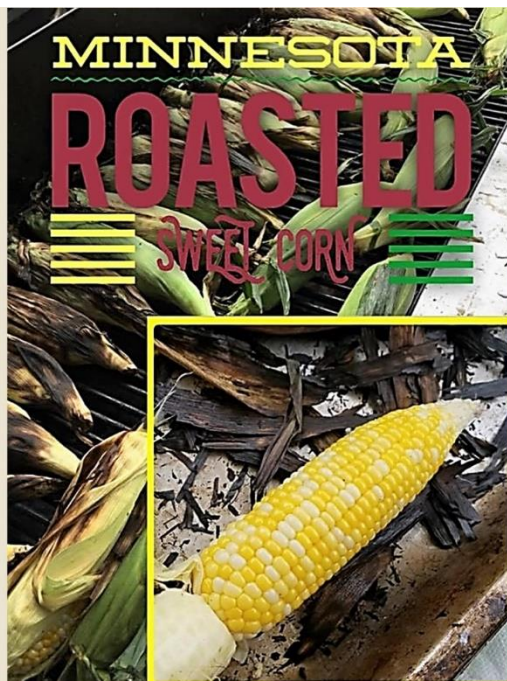
Osseo Polling place for in-person voting for residents

Farmers Market



Osseo
Farmers
Market

Tuesday,
August 11



Grab a free ear...
until it's gone.

Courtesy of
Smith Farms

Music & Movies

Music in the Park



TUES., AUG. 11 TEDDY BEAR BAND 7 PM

Movie in the Park



Series Sponsors



COCO Tuesday, August 11, dusk

Tuesday's Truck



Kabomelette

*Tasty
Tuesday!*

Tuesday, August 11

4:30 – 8 pm

Boerboom Park